



**State of California**  
**Kevin Shelley**  
**Secretary of State**  
**STATEMENT OF INFORMATION**  
**(Domestic Nonprofit Corporation)**

**Filing Fee \$20.00 — If amendment, see instructions.**

**IMPORTANT — READ INSTRUCTIONS BEFORE COMPLETING THIS FORM**

1. CORPORATE NAME: (Please do not alter if name is preprinted.)

This Space For Filing Use Only

**COMPLETE ADDRESSES FOR THE FOLLOWING (Do not abbreviate the name of the city. Item 2 cannot be a PO Box.)**

2. STREET ADDRESS OF PRINCIPAL OFFICE IN CALIFORNIA, IF ANY (If none, complete Item 3.)	CITY	STATE	ZIP CODE
		<b>CA</b>	
3. MAILING ADDRESS	CITY AND STATE		ZIP CODE

**NAMES AND COMPLETE ADDRESSES OF THE FOLLOWING OFFICERS (The corporation must have these three officers. A comparable title for the specific officer may be added; however, the preprinted titles on this statement must not be altered.)**

4. CHIEF EXECUTIVE OFFICER/	ADDRESS	CITY AND STATE	ZIP CODE
5. SECRETARY/	ADDRESS	CITY AND STATE	ZIP CODE
6. CHIEF FINANCIAL OFFICER/	ADDRESS	CITY AND STATE	ZIP CODE

**AGENT FOR SERVICE OF PROCESS**

- If an individual, the agent must reside in California and Item 8 must be completed with a California address.
- If another corporation, the agent must have on file with the California Secretary of State a certificate pursuant to Corporations Code section 1505 and Item 8 must be left blank.

7. NAME OF AGENT FOR SERVICE OF PROCESS

8. ADDRESS OF AGENT FOR SERVICE OF PROCESS IN CALIFORNIA, IF AN INDIVIDUAL	CITY	STATE	ZIP CODE
		<b>CA</b>	

**DAVIS-STIRLING COMMON INTEREST DEVELOPMENT ACT (California Civil Code section 1350, et seq.)**

9. ☐ CHECK HERE IF THE CORPORATION IS AN ASSOCIATION FORMED TO MANAGE A COMMON INTEREST DEVELOPMENT UNDER THE DAVIS-STIRLING COMMON INTEREST DEVELOPMENT ACT AND PROCEED TO ITEMS 10, 11 AND 12.

NOTE: CORPORATIONS FORMED TO MANAGE A COMMON INTEREST DEVELOPMENT MUST ALSO FILE A STATEMENT BY COMMON INTEREST DEVELOPMENT ASSOCIATION (FORM SI-CID) AS REQUIRED BY CALIFORNIA CIVIL CODE SECTION 1363.6. PLEASE SEE INSTRUCTIONS ON THE REVERSE SIDE OF THIS FORM.

10. ADDRESS OF BUSINESS OR CORPORATE OFFICE OF THE ASSOCIATION, IF ANY	CITY	STATE	ZIP CODE
--	------	-------	----------

11. FRONT STREET AND NEAREST CROSS STREET FOR THE PHYSICAL LOCATION OF THE COMMON INTEREST DEVELOPMENT (Complete if the business or corporate office is not on the site of the common interest development.)	9-DIGIT ZIP CODE
---	------------------

12. NAME AND ADDRESS OF ASSOCIATION'S MANAGING AGENT, IF ANY	CITY	STATE	ZIP CODE
--	------	-------	----------

13. THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT.

\_\_\_\_\_  
TYPE OR PRINT NAME OF OFFICER OR AGENT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

## INSTRUCTIONS FOR COMPLETING FORM SI-100

For easier completion, this form is available in a "fillable" version online at the Secretary of State's website at <http://www.ss.ca.gov/business/business.htm>. The form can be filled in on your computer, printed and mailed to the Secretary of State, Statement of Information Unit, P.O. Box 944230, Sacramento, CA 94244-2300, or can be delivered in person to the Sacramento office, 1500 11<sup>th</sup> Street, Sacramento, CA 95814. The initial or biennial statement for most nonprofit corporations can be filed online at <https://businessfilings.ss.ca.gov>. If you are not completing this form online, please type or legibly print in black or blue ink.

Statutory filing provisions are found in California Corporations Code sections **6210**, **8210**, or **9660**, unless otherwise indicated.

Every **domestic nonprofit corporation** shall file a statement with the Secretary of State, within 90 days after filing of its original Articles of Incorporation, and biennially thereafter during the applicable filing period. The applicable filing period for a corporation is the end of the calendar month during which its original Articles of Incorporation were filed and the immediately preceding five calendar months. If the name and/or address of the agent for service of process have changed, a corporation must file a complete statement. A corporation is required to file a statement even though it may not be actively engaged in business at the time this statement is due.

Every domestic corporation formed to manage a common interest development under the Davis-Stirling Common Interest Development Act (California Civil Code section **1350**, et seq.) must also file a Statement By Common Interest Development Association (**Form SI-CID**). Form SI-CID may be obtained from the Secretary of State's website at <http://www.ss.ca.gov/business/business.htm> or by calling the Statement of Information Unit at (916) 657-5448.

**FILING FEES:** This statement must be accompanied by a **\$20.00** filing fee. Check(s) should be made payable to the Secretary of State. If this statement is being filed to amend any information on a previously filed statement, and is not a biennial filing, no fee is required. If a copy of this statement is submitted along with the original to be filed, the Secretary of State will endorse file one copy of the filed statement at no additional cost.

Failure to file this statement by the due date may result in the assessment of a penalty. The penalty for domestic nonprofit corporations is \$50. (Corporations Code sections **6810** or **8810**; Revenue and Taxation Code section **19141**)

### **Complete the Statement of Information (Form SI-100) as follows:**

**Item 1.** Please do not alter the preprinted name. If the corporate name is not correct, please attach a statement indicating the correct name and the date the name change amendment was filed with the Secretary of State. If the space is blank, enter the name of the corporation **exactly** as it is of record with the Secretary of State.

**Item 2.** Enter the complete street address, city and zip code of the corporation's principal office in California, if any. Please do not enter a P.O. Box or abbreviate the name of the city. If none, complete Item 3.

**Item 3.** Enter the mailing address of the corporation.

**Items 4-6.** Enter the name and complete business or residential address of the corporation's chief executive officer (i.e., president), secretary and chief financial officer (i.e., treasurer). Please do not abbreviate the name of the city. The corporation must have these three officers. Any number of offices may be held by the same person unless the articles or bylaws provide otherwise, except, in the case of a nonprofit *public benefit* or *religious* corporation, neither the secretary nor the chief financial officer may serve concurrently as the president or chairman of the board. (Corporations Code sections **5213** or **9213**). Please note, unless the articles or bylaws provide otherwise, the president, or if there is no president, the chairman of the board, is the chief executive officer of the corporation. A comparable title for the specific officer may be added. However, please do not alter the preprinted title on this statement.

**Item 7.** Enter the name of the agent for service of process in California. The person named as agent must be a resident of California or a corporation that has filed a certificate pursuant to Corporations Code section **1505**. If an individual is designated as agent, proceed to Item 8. If a corporation is designated as agent, proceed to Item 9 (do not complete Item 8).

An **Agent for Service of Process** is an individual or another corporation designated by a corporation to accept service of process if the corporation is sued. **Please Note:** A corporation cannot name itself as agent for service of process and no domestic or foreign corporation may file pursuant to section 1505 unless the corporation is currently authorized to engage in business in California and is in good standing on the records of the Secretary of State.

**Item 8.** If an individual is designated as agent for service of process, enter a business or residential address in California. Please do not enter "in care of" (c/o) or abbreviate the name of the city. If a corporation is designated as agent for service of process, please do not enter an address.

**Common Interest Development Corporations:** Corporations formed to manage a common interest development under the Davis-Stirling Common Interest Development Act must complete Items 9-12. In addition, the corporation must file a Statement by Common Interest Development Association (Form SI-CID).

**Item 9.** Check the box only if the corporation is formed to manage a common interest. If the corporation is not formed to manage a common interest development, do not check the box and proceed to Item 13.

**Item 10.** Enter the complete address, city, state and zip code of the business or corporate office of the association, if any. Please do not abbreviate the name of the city.

**Item 11.** If the business or corporate office is not on the site of the common interest development, enter the name of the front street and nearest cross street for the physical location of the common interest development, including the nine-digit zip code.

**Item 12.** Enter the name and complete address of the association's managing agent, if any. Please do not abbreviate the name of the city.

**Item 13.** Type or print the name and title of the officer or agent completing this statement and enter the date this statement was completed.